

**COMMONWEALTH OF VIRGINIA
STATE CORPORATION COMMISSION**



December 5, 2013

ADDENDUM NO. 1 – TO ALL OFFERORS:

Reference – Request for Proposals:	RFP #SCC-13-022-ITD
Services:	Third Party Electronic Payment Processing Services
Dated:	December 2, 2013
Proposal Due Date:	December 30, 2013, until 2:00 P.M.

The above is hereby changed as follows:

1. Reference Section VI. C. 1. f (RFP page 9) - Is hereby deleted
2. Reference Section VII. B. 1. c. (RFP page 20 is hereby changed as indicated in **Red** Text as follows:
 - c. Describes how Offeror proposes to provide and meet each specific requirement in Section **VI**, Statement of Needs;
3. Reference Section VII. C. 2. F. (RFP page 22) is hereby changed as indicated in **Red** Text as follows:
 - f. Tab 6 – Responses to Section VII, B. 2 Appendices (a-**d**)
4. Reference Section VII. C. 5 (RFP page 23) is hereby deleted.
5. Reference Section XI. Pre-Proposal Conference (RFP Page 24) is hereby revised to add the following as an option:

The SCC is offering teleconferencing as an option for the Pre-Proposal conference.

NOTE: A signed acknowledgment of this addendum must be received at the location indicated on the RFP either prior to the proposal due date and hour or attached to your proposal. Signature on this addendum does not substitute for the signature on the original RFP document. The original RFP document must be signed.

Name of Firm

Signature/Title

Printed Name

Date